

OJCS-566-76  
15 MAR 1976


MEMORANDUM FOR: Deputy Director for Administration  
FROM : Harry E. Fitzwater  
SUBJECT : Review of Supergrade Positions  
REFERENCE : Memorandum from DD/A dated 23 February  
1976; Subject: As Above (DD/A 76-0829)

1. As requested in referent memorandum, all Office of Joint Computer Support supergrade positions and senior level positions have been reviewed resulting in the following recommendations:

- (1) Upgrade Chief, Operations Division from GS-15 to GS-16.
- (2) Establish two SPS positions, one each in Applications Division and Systems Engineering Division. The incumbents will serve as scientific/technical advisors to their Division Chiefs and the Director of Joint Computer Support.
- (3) Convert Chief, Applications Division from SPS to GS-17.

2. These recommendations are noted on attachment A. Each position change has been explained and justified separately.

STATINTL

  
Harry E. Fitzwater

Attachments: a/s

SUBJECT: Review of Supergrade Positions

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Attachment B

15 March 1976

CHIEF, OPERATIONS DIVISION FROM GS-15 TO GS-16

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Incumbent directs over [REDACTED] staff and contractor personnel in a complex technical environment. The incumbent administers over fifty separate contracts for data processing hardware, software and services and manages a multi-million dollar annual budget. The individual filling this position must possess unchallengable technical and managerial ability and must have broad and significant experience in the field of data processing, i.e., the person must be a data processing professional.

The incumbent must insure computer processing support for virtually every component of the Agency and, therefore, has an across-the-board impact on Agency operations and efficiency. The Chief, OD must be aware of and responsive to dynamic changes in processing priorities and must be able to redeploy available resources to satisfy any critical new requirements for processing support while not impacting service provided to existent projects. The Chief, OD directs the activities surrounding one of the most technically complex computer systems in existence and must be capable of controlling that complexity, adding to it, and molding it to meet the ever increasing demands for computer processing service. Adept professional technical management is absolutely essential to answer the challenge of satisfying never ending customer requirements within the limited resource allocation provided to the incumbent. Changing this position to a GS-16 provides a grade structure consistent with the qualifications expected of the incumbent.

Attachment C

15 March 1976

COMPUTER APPLICATIONS SCIENCE ADVISOR - SPS

This position involves the provision of expert scientific advice to the Director of Joint Computer Support and to the Chief, Applications Division concerning the technical excellence and design of proposed or existing computer applications and to provide a context for decisions involving the entire range and scope of existing and future computer software/hardware development. The role of the Science Advisor includes provision of technical direction for future changes, improvements and policy particularly in the areas of minicomputers, microprocessors and microcode with respect to applications development. The incumbent must provide the technical direction for the development of new techniques designed to facilitate the use of computer systems by non-professionals. It is the responsibility of the incumbent to investigate, evaluate and initiate methods for the most practical pooling of management and intelligence data. Ways to identify, measure and predict applications development productivity criteria and ways to measure the reliability, cost-effectiveness and return on investment of end products must be developed by the Science Advisor.

Applications Division software products are the key drivers of many of the highest priority Agency and government-wide intelligence systems. Recently there has been a significant trend to the integration of data into fewer but much more complex systems. Prior emphasis was placed on the production of complex hardware networks and single applications packages. Current emphasis is on applications, especially the ways in which applications data is inter-related. Agency computational resources must be used differently in the future or no hardware/software package, regardless of size, will satisfy our needs. There is a several year lead time for direction changes and an important part of recognizing and anticipating the need for change rests with the Science Advisor.

Attachment D

12 March 1976

### COMPUTER SYSTEMS SCIENCE ADVISOR

This position involves Agency-wide technical guidance and consultation on the full range of complex technical problems associated with the Agency's computing facilities. The incumbent acts as principal advisor to the Director of Joint Computer Support and to the Chief of the Systems Engineering Division on issues relating to Systems Planning, computer procurement, and technical policy, as well as advising computer professionals on the use of advanced computer techniques; reviewing technical progress of development projects; and offering unique, imaginative solutions to complex computer-related problems. The incumbent must maintain a thorough understanding of new developments in the computer field, and must be able to evaluate the usefulness of new technologies to the Agency mission. In this regard, the incumbent operates as the focal point for all activities undertaken on behalf of OJCS by the Office of Research and Development.

This position requires detailed knowledge of the full range of computer equipment, systems, and applications in use or planned for the Agency. The incumbent must be able to quickly grasp the significance of new developments, integrate these with a knowledge of general Agency problems, and display reasoned judgments in advising the OJCS management on the appropriate course of Office activities with potentially far-reaching effects.

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CHIEF, APPLICATIONS DIVISION FROM SPS TO GS-17

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This position involves the direction of over [REDACTED] staff and contractor personnel in a very diverse technical and intellectual environment. The skills and experience needed for this position are acquired through the practice of managing applications programming and systems development; it is not a position to be filled by a "professional manager" -- it must be filled by a data processing professional who manages.

The impact of this position on the operations and efficiency of Agency components is subtle, but far reaching. The incumbent must judge priority of resource utilization; the ultimate worth to the organization of projects accepted or the lack of worth in projects rejected. The professional judgement and integrity of the incumbent are continually tested in every-day decision making. The Chief, AD is directly responsible for the expenditure of a considerable amount of OJCS resources and indirectly responsible for the commitment of other OJCS resources and often matching or greater resource expenditure on the part of the end-users of the Division's products. The success or failure of many Agency efforts is often directly coupled to the reliability and quality of systems produced by this component. In today's world, the incumbent must match finite resources with a growing and seemingly endless demand for services from a highly vocal, imaginative and restive population of users. Changing this position from a SPS scientific advisor position to a GS-17 recognizes the reality of a very difficult line responsibility as opposed to the advisor role. This position demands a grade structure consistent with this responsibility.

6/28/76

Karen

Per your telephone  
request the date -

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OP/PMCD